

FOREIGN NAME REGISTRATION

A foreign corporation not transacting intrastate business in California, but wishing to protect the name for future use, may register its corporate name with this office, provided the name would be available pursuant to Section 201, California Corporations Code. To accomplish this, the corporation would file an application for registration in compliance with Section 2101, California Corporations Code. A Registration of Corporate Name by Foreign Corporation form designed for compliance with these requirements is attached.

The registration is effective until the close of the calendar year in which the application for registration is filed. A corporation may renew its registration by filing a new form between October 1 and December 21 of each year. The renewal, when filed, extends the registration for the following calendar year. The attached form may be used for initial registration, or for renewal if the foreign corporation has previously registered its corporate name with the Secretary of State.

There must be attached to the registration, an **original** certificate issued by an authorized public official of the state or place of incorporation, which states that the corporation is an existing corporation in good standing status in that state or place. A certified copy of the Articles of Incorporation does not meet statutory requirements and cannot be accepted in lieu of the required original certificate.

THE FEE FOR REGISTERING THE NAME OF A FOREIGN CORPORATION FOR THE CALENDAR YEAR IS \$50.00. The Secretary of State will certify two copies of the filed Registration of Corporate Name by Foreign Corporation without charge, **provided that the copies are submitted to the Secretary of State with the original to be filed.** Any additional copies, submitted with the original, will be certified upon request and the prepayment of \$8.00 per copy.

A \$15.00 special handling fee is applicable for expedited processing of documents delivered in person, over-the-counter, to the Sacramento office. The \$15.00 special handling fee must be remitted by separate check as it will be **RETAINED WHETHER THE DOCUMENTS ARE FILED OR REJECTED.** The special handling fee is not applicable to documents submitted by mail.

Foreign name registration documents are not filed in branch offices. Documents **must** be mailed or hand delivered for over-the-counter processing to the Sacramento office at:

Business Filings
1500 11th Street
Sacramento, CA 95814
Attention: Document Filing Support Unit
(916) 657-5448

To expedite processing, documents submitted by mail should be accompanied by a self-addressed envelope and letter referencing the corporate name as well as your own name, telephone number and return address.

REGISTRATION OF CORPORATE NAME BY FOREIGN CORPORATION

(Name of Corporation)

_____, a corporation organized
and existing under the laws of _____, hereby applies for
(State or Place of Incorporation)

registration of its corporate name and makes the following statement:

This corporation, incorporated on _____, desires
(Date of Incorporation)

to register its name under Section 2101, California Corporations Code.

(Name of Corporation)

(Signature of Corporate Officer)

(Typed Name and Title of Officer Signing)